

MINUTES

BUDGET & FINANCE COMMITTEE

CITY OF BRANSON, MISSOURI

April 2, 2015

1) Call to Order.

The meeting of the Budget & Finance Committee was held in the Municipal Courtroom of City Hall, Thursday, April 2, 2015 at 10:30 a.m. The meeting was called to order by Alderwoman Cris Bohinc.

2) Roll Call.

Members present: Alderman Patrick Parnell, Alderwoman Cris Bohinc, City Administrator Bill Malinen, Rod Romine and Pamela Yancey. Members absent: Mayor Raeanne Presley.

Also present: Finance Director Jamie Rouch, Stacy McAllister, Carl Garrett, and JoLyn Tate; Planning & Development Director Joel Hornickel and Kimberly Varner.

3) Regular Reports.

a) Minutes of February 26, 2015.

Alderwoman Cris Bohinc moved to accept the minutes of February 26, 2015, seconded by Alderman Patrick Parnell. Motion carried.

b) Monthly Sales & Tourism Tax Reports.

Carl reported that once again, the monthly sales & tourism tax reports reflected increased activity. Sales tax receipts were up almost 20% for the month, increasing the year-to-date receipts to 9.2% higher than last year. Compared to the last several years, December 2014 saw a boost in both tourism and retail sales. He further reported that tourism tax receipts in February, representing January activity, were up over 27%, although March receipts were down by 2%. Year-to-date tourism tax receipts, however, are 21% higher than last year. On the break-down by type report, every category was up compared to last year, though a more recent report reflects a slight drop in campground receipts.

The Rolling 12 Month report reflects a growth of just under 10% for December 2014 over the same month the year prior. The only two months that showed a decrease from the same month the year before were September at -3.9% and November at -.1%. Carl still expects a few late payments for November taxes to be remitted which would make November activity flat compared to the prior year. For calendar year 2014, all areas of Branson saw growth, with the Highway 76, Historic Downtown and Branson Meadows showing the largest increases.

Carl concluded his report by updating the Committee on unrestricted sales tax and tourism tax received. Year-to-date, sales tax receipts are up just over \$185,000 and tourism tax receipts are up over \$152,000.

The committee expressed desire to see a monthly breakdown of the budget for sales & tourism tax receipts to better show how receipts are trending relative to the yearly budget.

MINUTES

BUDGET & FINANCE COMMITTEE
CITY OF BRANSON, MISSOURI
April 2, 2015

c) Financials.

i) Monthly Unaudited Financials – February 2015.

Jamie gave a brief overview of the February 2015 financials. She explained that so far expenditures are down and revenues are up, although it's too early to make any predictions. Jamie expressed she's pleased with the year so far and that compared to prior years the outlook is positive. Jamie explained one category she will keep a close watch on is the city's interest income as she expects to see those numbers jump as investments mature.

ii) Cash Reconciliation & Balance Sheet.

The committee requested to have titles added to the balance sheet.

4) Review of Disbursements & Approval of Disbursements \$50,000 & over.

(February 21, 2015 – March 27, 2015).

Disbursements were acknowledged as presented. Alderman Patrick Parnell moved to accept the disbursements, seconded by Rod Romine. Motion carried.

5) Discussion of 2015 Neighborhood Grant Program.

Planning and Development Director Joel Hornickel explained to the committee that this is the second year for the neighborhood grant program. He explained that three neighborhoods applied for grants this year, including Hiawatha Heights, Lucia Ridge and Branson North.

Hiawatha Heights has requested \$1,150 to continue enhancements to the neighborhood community park garden. As part of the grant, the neighborhood would match 10% of the grant, or \$115. In addition, the Salvation Army has secured \$2,100 to improve the community garden. Planning & Development staff recommend granting the total amount requested to the Hiawatha Heights Neighborhood Organization.

The Lucia Ridge Neighborhood Organization has requested \$1,277.74, with a \$127.77 neighborhood match, to create a neighborhood gathering area with a concrete pad, sidewalk and picnic table at the John Nygard Memorial Park. Staff recommends granting the total amount to the Lucia Ridge Neighborhood Organization.

The Branson North Neighborhood Organization has requested \$3,000, with a \$300 neighborhood match, to further enhance the neighborhood entrance with additional landscaping. Staff recommends granting the remaining grant funds available of \$2,572, or 86% of the requested amount) to the Branson North Neighborhood Organization.

The committee discussed a crumbling wall in the Lucia Ridge neighborhood that is causing a safety issue in the John Nygard Memorial Park and expressed desire to see this issue become a priority to be fixed.

MINUTES
BUDGET & FINANCE COMMITTEE
CITY OF BRANSON, MISSOURI
April 2, 2015

City Administrator Bill Malinen moved to accept staff's recommendation as presented, seconded by Pamela Yancey. Motion carried.

6) Discussion of FY2015 Budget Amendment – Police Ammunition.

Jamie presented a budget amendment made necessary due to the fact that funds were not encumbered in 2014 for police ammunition that had not been supplied by Global Guns. The budget amendment will decrease the FY2015 General Fund fund balance by \$10,000.

7) Finance Director's Report.

Jamie provided the committee with a draft of a brochure that the Finance Department has created that will provide definition and give the community a snap shot of the city's priorities and finances. She hopes that the brochure will keep citizens more informed and will provide an alternative to the CAFR, budget books and other reports.

Jamie updated the committee on the process of implementing priority based budgeting. The peer review committees are next in the process and a training session is being held on Monday, April 6th for employees participating on committees. Jamie will update the Board at an upcoming study session on how the peer review committees assess the result maps created by the Board and the Community Plan.

Jamie informed the committee that the city's auditing firm, Allen, Gibbs & Houlik, have arrived and began field work. As the firm is new this year and there's also an additional single audit as a result of the Community Block Development Grant for the flood buy-out properties, she expects them to be here a total of four weeks.

8) Adjourn.

The meeting adjourned on a motion by Rod Romine, seconded by Alderman Patrick Parnell. Motion carried.